

Children's Developmental Services of Campbell County

Board of Director's Meeting

July 27, 2022

MEETING PLACE:

Children's Developmental Services of Campbell County Board of Directors met in a regular meeting
July 27, 2022.

CALL TO ORDER:

The meeting was called to order by Vice Chairwoman Holly Hink at 6:08pm.

PUBLIC COMMENT:

There was no public comment.

INTRODUCTIONS:

Present Board Members: Tyler Watts, Holly Hink, Nichole Shelstad, Vicki Gilmour, and Bertine Bahige. Director Bob Tranas, Early Childhood Special Education Manager Trena Bauder, Early Head Start Coordinator Stephanie Stevens, Early Childhood Manager Tausha Edmonds, and Administrative Coordinator Bel Christiansen were also present. Absent: Financial Services Manager Jana Webb

ADDITIONS TO AGENDA:

There were no additions to the agenda.

READING OF MINUTES:

June Board Minutes:

June 29, 2022 Board minutes were reviewed.

Tyler Watts made a motion to approve the June 29, 2022 minutes as submitted. Vicki Gilmour seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

REGION XIII PDDs:

Data Reports:

Trena Bauder discussed a variety of reports that can be generated through Welligent and requested Board members share what information would be beneficial to them.



Contractor Agreement:

Trena Bauder presented the Professional Services Agreement with Diana Gonzalez. Vicki Gilmour made a motion to accept the contract with Diana Gonzalez to provide Spanish translation services in the amount of \$45 per hour as presented. Bertine Bahige seconded. With a unanimous vote, the motion carried.

EARLY CHILDHOOD EDUCATION:**Update Standards Committee:**

Tausha Edmonds updated the Board stating a crosswalk was completed between Wyoming's Early Learning Standards, Creative Curriculum, and Teaching Strategies GOLD. Outcomes will assist in the planning and implementation of preschool lessons and professional development needs.

Annual DFS Childcare Licensing:

The annual DFS Childcare Licensing inspection resulted in full compliance with no findings.

EARLY HEAD START:**Annual Self-Assessment Schedule:**

Stephanie Stevens reviewed the timeline for the Annual Self-Assessment. Vicki Gilmour and Nichole Shelstad agreed to observe a home visit by the end of August 2022.

Information Memorandum – Wages and Bonuses:

Stephanie Stevens summarized the Information Memorandum. Early Head Start will apply these one-time funds to employee's cost-of-living and salary range adjustments.

BUDGET:

No new developments on the budget was discussed.

OTHER NEW BUSINESS:**Strategic Plan Review:**

Discussion on how to guide the upcoming strategic planning session. The consensus was to bring in an outside consultant.

Election of Officers:

Chairperson – Bertine Bahige

Vice-Chairperson – Holly Hink

Secretary – Vicki Gilmour

Treasurer – Tyler Watts

Member – Nichole Shelstad

Tyler Watts made a motion to accept the election of officers as stated above. Nichole Shelstad seconded. With a unanimous vote, the motion carried.

2022-2023 CDS Calendar:

The 2022-2023 school year calendar was reviewed. The new calendar was developed to maintain compliance with our state contract. Vicki Gilmour made a motion to receive the calendar as presented. Nichole Shelstad seconded. With a unanimous vote, the motion carried.

DIRECTOR'S REPORT:**July's Director's Report:**

Bob Tranas provided a summary of the Director's Report for July.

TREASURER'S REPORT:

June's Financial Report:

June's Treasurer's Report was reviewed. 87% of revenues have been received, and 87% have been expended, with 100% of the year passed.

Tyler Watts made a motion to accept June's Treasurer's report as submitted. Bertine Bahige seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

June's Statistical Report:

June's Statistical Report was reviewed.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is August 31, 2022 at 6:00 P.M. at the Children's Developmental Services of Campbell County.

ADJOURN:

There being no further business, Vicki Gilmour made a motion to adjourn. Bertine Bahige seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 7:06 pm.

Respectfully Submitted,

Vicki Gilmour

Vicki Gilmour, Secretary
CDS -CC Board of Directors

Bertine Bahige

Bertine Bahige, Chairman
CDS -CC Board of Directors